



MINUTES

MEETING OF THE ST. ANNE'S BOARD OF DIRECTORS

DATE & TIME: July 23, 2014, 12:00 P.M.
PLACE: St. Anne's Classroom, Los Angeles

DIRECTORS PRESENT

Janet Feeley, Chair
Patrick Pascal, Vice Chair
Dale Pelch, Treasurer

Andy Bogen	Juan Mondragón
Dolores Bononi	Shamir Mooror
Joyce Dinel	Ron Preissman
David Fuhrman	Sr. Nancy R. Schramm
Lawrence Greaves	Franco Seif
Sr. Norma Janssen	John Theuer
Bob Kerslake	Bradford Weirick
Christine Larson	

STAFF PRESENT

Tony Walker, President/CEO
Kyla Lee, Chief Financial Officer
Sharon Spira-Cushnir, Chief Operating Officer
Blythe Cotton Maling, Chief Development Officer
Mark Hazard, Chief Human Resources Officer
Christine Hardy, Director of Communications and Grants Management
Michelle Barritt, Director of Donor Relations
Bryan Maxwell, Director of Special Events and Volunteer Resources
Amber Rivas, Performance and Quality Improvement Director
Veronica Herrera, Early Learning Center Area Director
Alberto Ramirez, Asst. Director Head Start
Brianna Grappo, Project Manager
Joseph Matthews, Contract Billing/Budget Specialist
Sonya Steele, Executive Assistant

GUESTS PRESENT

Young Park, Chairman & CEO, NAEROK Group International, Inc.
Tim Garrow, President, NAEROK Group International, Inc.
Ellen Ambrose Williams, ASID
Hellen Marquez, Policy Council Chair, Head Start

CALL TO ORDER:

Being determined that there was a quorum present, the meeting was called to order by Chair Janet Feeley at 12:05 PM.

APPROVAL OF MINUTES:

Motion: *To approve the minutes of the May 28, 2014 Meeting of the Board of Directors as submitted.*
Made by: Andy Bogen
2nd by: Ron Preissman
Result: Motion passed

CHAIR'S REPORT

Janet Feeley introduced and welcomed new Board members, Juan Mondragón and Bradford Weirick.

The following motions were presented:

Motion: *To ratify the Executive Committee's action to approve revised Memorandum of Understanding identifying St. Anne's as the service provider for the Beverly Terrace Permanent Affordable Supportive Housing Complex.*
Made by: Dolores Bononi
2nd by: Joyce Dinel
Result: Motion passed

Motion: *To authorize the submission of preschool licensing applications to Community Care Licensing to provide Head Start services to five sites located at 1505 Beverly Blvd., 2233 Beverly Blvd., 2737 Hyans St., 1317 Maryland St., and 3156/3160 San Marino St. in the Westlake and Koreatown areas.*
Made by: Lawrence Greaves
2nd by: Sr. Norma Janssen
Result: Motion passed

Motion: *To authorize Tony Walker, President & CEO, to designate Veronica Herrera, ELC Area Director, to represent each of the five Head Start facilities, accept Licensing Reports and submit LIC 308.*
Made by: Sr. Nancy Roberta Schramm
2nd by: Ron Preissman
Result: Motion passed

PRESIDENT'S REPORT

Tony Walker presented the Six-Month Agency Performance Goals, and Amber Rivas presented the Los Angeles County Office of Education (LACOE) Head Start Governance, Leadership, and Oversight Capacity Screener. Please see the Board Packet for an overview of each presentation.

The following motion was presented:

Motion: *To certify the Los Angeles County Office of Education (LACOE) Head Start Governance, Leadership, and Oversight Capacity Screener.*
Made by: Joyce Dinel
2nd by: Sharmir Moorner
Result: Motion passed

PERMANENT AFFORDABLE HOUSING COMMITTEE REPORT

Patrick Pascal presented the Permanent Affordable Housing Committee Report. Please see the Memorandum located in the Board packet for an overview.

PROGRAM COMMITTEE REPORT

Sharon Spira-Cushnir presented the Program Committee Report. Please see the Program Committee Report located in the Board Packet for an overview.

Sharon announced that Juan Salazar had been hired as the new Facilities Director and would report to Kyla Lee as Support Services will now be under her supervision. The Conference Center and Food Services will remain under the supervision of Lauri Collier.

Sharon introduced Hellen Marquez, Head Start Policy Council Chair. Ms. Marquez informed the Board that her son will be starting his second year in the Head Start Program at St. Anne's in September. She stated that she was honored to serve as Chair of the Policy Council.

Kyla Lee introduced Young Park, Chairman & CEO, NAEROK Group International, Inc., and Tim Garrow, President, NAEROK Group International, Inc. NAEROK is doing the remodeling of the five Head Start sites in Westlake and Koreatown along with the remodeling of the second floor of the St. Anne's '55 administration building. Kyla also introduced Ellen Ambrose Williams, ASID, who is the interior designer for both the Head Start sites and the second floor of the administration building. Additionally, Kyla recognized St. Anne's staff, Brianna Grappo, Project Manager and Joseph Matthews, Contract Billing/Budget Specialist for their hard work during this period of transition.

FINANCE COMMITTEE REPORT

Dale Pelch presented the Finance Committee Report. Please see the Finance Committee Report located in the Board Packet for an overview.

The following motion was presented:

Motion: *To approve and recommend to the Corporate Members the 2014 Mid-Year Budget Re-Forecast.*
Made by: John Theuer
2nd by: Ron Preissman
Result: Motion passed

NOMINATING & GOVERNANCE COMMITTEE

Amber Rivas presented the July 2014 Performance and Quality Improvement (PQI) Report, which had been sent to Board members via email prior to the Board meeting.

LEADERSHIP COMMITTEE REPORT

Dave Fuhrman presented the Leadership Committee Report, which was distributed to Board members at the Board meeting.

Blythe Maling informed the Board that St. Anne's Annual Meeting will now be called the Annual Summit and is scheduled for November 12, 2014. The keynote speaker will be David

Sanders, who is the former director of the Los Angeles County Department of Children and Family Services, and current Chair of the Blue Ribbon Commission on Child Protection. St. Anne's will also honor Steven Hilton, Chairman, President & CEO of the Conrad Hilton Foundation, for his philanthropic efforts on behalf of children and families – more specifically, his foundation's recent significant \$1.5 million grant to St. Anne's to support the Workforce Development Collaborative. Robert Kovacik, of KNBC News, will return as moderator for this event for the second year.

PERSONNEL COMMITTEE REPORT

Franco Seif presented the Personnel Committee Report. Please see the Memorandum located in the Board packet for an overview. Amber Rivas gave a PowerPoint presentation of the 2014 Employee Satisfaction Survey Results, which showed a marked improvement in all areas compared to the 2013 survey.

There being no further business of the Board of Directors, the meeting was adjourned at 1:50 p.m.

Signed by: _____

Patrick Conn, Secretary
St. Anne's Board of Directors

Date: _____

Prepared by: Sonya Steele, Executive Assistant